**Accessing and Using Your 21 Classes Blog**

**Accessing the Blog**

1. Go to <http://knoche.21classes.com> (no “www”).
2. Fill in your username and password. Speak up if you have trouble logging in!

Username: **fchs-last name first initial of first name** (example: John Smith would be fchs-smithj)

Password: **p####### (your student number, example: p12345)**

1. Click on “Community homepage” to see Mrs. Knoche’s class blog page.

**Responding to Mrs. Knoche’s Post**

* + - 1. Under the “Recent Posts” heading near the middle of the page, you will see an entry entitled “Frederick Douglass Reaction.” Click the “more” button at the end of it to see the full entry.
      2. Read the question, and click on “Write comment,” and then “Comment on this entry” to respond.
      3. Enter your comment, and click “Save.” Your comment should then be listed below Mrs. Knoche’s entry on the blog, with links to edit or delete the comment.

**Accessing Your OWN Blog Site**

1. Select your username on the “Blog-List” pull-down menu on the right.
2. Click on the “View Weblog” tab at the top to see what visitors see when they visit your blog.
3. *Do not do the following now, but FYI…* (To get back to Mrs. Knoche’s blog, simply click on “Home of Knoche” on the top left.)

**Posting an Entry on Your Own Blog Site**

1. To edit your blog, click on “Click here to edit your weblog” at the top.
2. Hover over the “Entries” tab at the top, and click on “New Entry.”
3. In the “Entry Title” box, type “The Catcher in the Rye Question.”
4. Select one of the questions you wrote about The Catcher in the Rye. Type the question in the “Entry body” box.
5. Below the “Entry body” box, click on the pull-down menu for “Entry category,” and select “Assignments.” Do not change the “Entry visibility” selection.
6. Click on “Publish” to post this entry. Click on “View Weblog” to see how this entry will appear on your blog to visitors.

**Responding to Your Partner’s Post**

1. Select your partner’s username on the “Blog-List” pull-down menu on the right in order to visit his or her blog.
2. You will see an entry entitled “The Catcher in the Rye Question.” Click the “more” button at the end of it to see the full entry if necessary.
3. Read the question, and click on “Write comment” to respond.
4. Enter your comment, and click “Save.” Your comment should then be listed below your partner’s entry on the blog, with links to edit or delete the comment.

**Uploading a Work In Progress**

* + - 1. Go back to your own blog by clicking on your username on the “Blog-List” on the right.
      2. Hover over the “Entries” tab at the top, and click on “New Entry.”
      3. In the “Entry Title” box, type “Summer Assignment Essay.”
      4. Put your cursor in the “Entry body” box, and click on the icon that looks like a piece of paper on the “Entry body” toolbar.
      5. Browse for your document, and click on “Load File.” A link will appear in the “Entry body” box.
      6. Below the “Entry body” box, click on the pull-down menu for “Entry category,” and select “Works in Progress.” Do not change the “Entry visibility” selection.
      7. Click on “Publish” to post this entry. Click on “View Weblog” to see how this entry will appear on your blog to visitors. The link to your document should now be visible and functional.

*FYI… You can also load images, videos, audio clips, hyperlinks, emotions characters, other custom characters, and widgets to your blog site by using the icons in the “Entry body” toolbar.*